

We, at Wolfville Baptist Church, realize that most people who want to work with children do so out of a heart of love and care with the best of intentions. However, because we are concerned about the protection of children and those who work with them, we propose to be guided by the following three documents:

### **Risk Management Measures to Protect Children at Wolfville Baptist Church**

1. All persons desiring to work with children/youth through any ministry of Wolfville Baptist Church, must be screened by the RCMP (CPIC check) and the Child Abuse Registry prior to volunteering with children or youth, and subsequently at the request of the Board of Christian Education.
2. Any person who is accused of an offence against a child or youth shall be ineligible for leadership in child and youth ministries during the course of the investigation or while charges are pending.
3. Any person who has been convicted of an offence against a child or youth, or whose name appears in the Child Abuse Registry, shall not be designated an approved worker. He/she shall be encouraged to participate in activities of Wolfville Baptist Church which do not place him/her in a position of leadership or trust with respect to children or youth.
4. An approved worker shall be a person of at least 15 years. Workers under age 15 must work under the supervision of an approved worker.
5. The superintendent or designated supervisor should make regular visits to church school classrooms to ensure the class is properly staffed and supervised.
6. When children are present, we strive for a minimum of two leaders in the building. It is preferred that a group composed of a single child shall be combined with another group to avoid one-to-one situations.
7. Individuals who work with children and youth will be reminded of the importance of avoiding potentially compromising situations in which an allegation of abuse could be made.
8. A parental consent form will be used for special activities or events, and for any event, which requires an overnight stay.
9. These Risk Management Measures will be monitored by the Board of Christian Education and updated as necessary, with appropriate professional consultation.
10. The **Risk Management Measures to Protect Children**, the **Policy** and the **Protocol for Reporting Child Abuse** will be posted in the Church and included in the Wolfville Baptist Church Annual Report.

## Policy for Reporting Child Abuse

Wolfville Baptist Church responds to any allegation or suspicion of child abuse in compliance with the terms of the Children and Family Services Act of Nova Scotia, sections 22-26. <http://nslegislature.ca/legc/statutes/childfam.htm>

## Protocol for Reporting Child Abuse

1. All members and adherents of Wolfville Baptist Church who have reason to believe that a child may be or is at risk of suffering abuse or neglect shall immediately upon receipt of information, make a report to the jurisdictional district office of the Department of Community Services at 678-6176 during regular business hours and ask to speak with the Child Protection Intake Worker. Evenings, weekends and holidays - please call the provincial toll-free number 1-866-922-2434 . A worker is available 24 hours per day, seven days per week. **All persons aware of child abuse and neglect have a legal responsibility to ensure it is reported to Child Welfare Authorities.**
2. A social worker may request further information from the referral source to determine if there are sufficient grounds to initiate a child protection investigation.
3. The church member or adherent who makes the call should inform the Pastor or designate, that a referral has been made to the Department of Community Services, unless the alleged perpetrator is the Pastor. In that case, the Area Minister should be notified immediately.
4. Church members and adherents are **NOT TO INFORM PARENTS/GUARDIANS** that a report of suspected abuse or neglect has been brought to the attention of a Child Welfare Office as this may place a child at risk of harm. The responsibility for notifying parents about an investigation rests with the investigator(s) - social worker or police.
5. Referral sources are confidential. Exemptions to this are when matters proceed to Family Court and the agency is required to provide full disclosure of their file. (Note: Referral sources can sometimes be identified on the basis of the information. Discuss with the social worker if this is a concern.)
6. Knowledge of suspected abuse or neglect of a child is confidential and is to be restricted to the person initiating the report and the Pastor or designate. Other church leaders, such as members of the Board of Christian Education, Personnel Committee or Deacons, may be informed at the discretion of the Pastor on a need to know basis.
7. A paper copy of the Children and Family Services Act will be available in the Church Office, and can be accessed on-line at <http://nslegislature.ca/legc/statutes/childfam.htm>

***This protocol will be maintained by the Board of Christian Education and updated as necessary, with appropriate professional consultation.***

*Pauline DeSchiffart*  
Chair of Board of Christian Education

*Wendy Raevel*  
Chair Board of Trustees